

Day and Temporary Labor Services Act Paycheck Deductions Sample Authorization Form

This sample form is for guidance only related to the content required. Formatting and other visual characteristic of the form are the employer's responsibility. Each agency should review the Day and Temporary Labor Services Act (820 ILCS 175/1-99) and the Department's administrative rules (56 Ill. Adm. Code 260) for compliance purposes. Employers may be subject to additional federal and state regulations related to paycheck requirements.

Paycheck Deductions - Sample Authorization Form		
Day and Temporary Labor Services Agency: Donnie's Staffing 123 First Avenue Chicago, IL 60601		
Name of Day or Temporary Laborer:	Last Name:	First Name:
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Paycheck Date:	<input style="width: 80%;" type="text"/>	
Deductions from paycheck:		Amount:
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
I hereby authorize the employer listed above to deduct the amounts from the paycheck listed.		
Day or Temporary Laborer Signature:		Date:
<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>

Section 30: Wage Payment and Notice.

(f) The total amount deducted for meals, equipment, and transportation may not cause a day or temporary laborer's hourly wage to fall below the State or federal minimum wage. However, a day and temporary labor service agency may deduct the actual market value of reusable equipment provided to the day or temporary laborer by the day and temporary labor service agency which the day or temporary laborer fails to return, if the day or temporary laborer provides a written authorization for such deduction at the time the deduction is made.